



Legislation Text

File #: 20-624, Version: 1

Memorandum

Date: July 7, 2020

To: The Honorable Moke Simon, Chair, Lake County Board of Supervisors

From: Barbara Ringen, Treasurer-Tax Collector

By: Liz Martinez, Assistant Treasurer-Tax Collector

Subject: (a) Approve Agreement between the County of Lake and Megabyte Systems Inc., for FY 2020-21 MPTS property tax system maintenance, Online Business Property Filing Licensing/Support and the Transient Occupancy Tax Licensing/Support, in the amount of \$197,368.13 and authorize the Chair to sign; and (b) Approve Web Services Addendum to the Agreement between the County of Lake and Megabyte Systems Inc. for FY 2020-21 online tax bills and e-payment processing services, in the amount of \$4,601.14, and authorize the Chair to sign.

Executive Summary: (include fiscal and staffing impact narrative): The 2020-21 Megabyte Property Tax System maintenance contract and database support and web services addendums are presented herein for your consideration and approval.

The MPTS Property Tax System Maintenance Agreement includes software maintenance, database administration, user training, Online Business Property Filing Licensing/Support and Transient Occupancy Tax Licensing/Support. The Maintenance Agreement for fiscal year 2020-21 is \$197,368.13. The Web Services addendum provides online tax bills and e-payment processing for an additional \$4,601.14. These expenditures are offset by the Tax Cost fee of \$20 for delinquent 2nd installments. Primary users of the system are the Tax Collector, Auditor and the Assessor. Additional users include Special Districts, Community Development and Information Technology. The county has more than 150 registered users on the system and provides online public access via the Tax Collector's website.

If not budgeted, fill in the blanks below only:

Estimated Cost: _____ Amount Budgeted: _____ Additional Requested: _____ Future Annual Cost: _____

Consistency with Vision 2028 and/or Fiscal Crisis Management Plan (check all that apply):

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> Well-being of Residents | <input type="checkbox"/> Public Safety | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Not applicable |
| <input type="checkbox"/> Economic Development | <input type="checkbox"/> Disaster Recovery | <input type="checkbox"/> County Workforce | <input type="checkbox"/> Technology Upgrades |
| <input type="checkbox"/> Community Collaboration | <input type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake | <input checked="" type="checkbox"/> Revenue Generation |
| | | | <input type="checkbox"/> Cost Savings |

If request for exemption from competitive bid in accordance with County Code Chapter 2 Sec. 2-38, fill in blanks below:

Which exemption is being requested?

How long has Agreement been in place?
When was purchase last rebid?
Reason for request to waive bid?

Recommended Action: (a) Approve Agreement between the County of Lake and Megabyte Systems Inc., for FY 2020-21 MPTS property tax system maintenance, Online Business Property Filing Licensing/Support and the Transient Occupancy Tax Licensing/Support, in the amount of \$197,368.13 and authorize the Chair to sign; and (b) Approve Web Services Addendum to the Agreement between the County of Lake and Megabyte Systems Inc. for FY 2020-21 online tax bills and e-payment processing services, in the amount of \$4,601.14, and authorize the Chair to sign.